

# **North Cumberland Fire District**

## **Meeting Minutes**

**May 28, 2008**

**Present:    Absent:**

**Edward LeBlanc, Chairman**

**John Aharonian**

**Robert Audette**

**Joseph Baglini**

**Brian Campbell**

**Matthew Gannon**

**Paul Lindquist (arrived 7:08 p.m.)**

**Robert J. Murray**

**Others Present:**

**Rene Gendreau, Chief**

**Fay Dakake, Clerk**

**Martin Klara, Tax Collector**

**Daniel Hamel, Treasurer**

### **Opening**

**The regular meeting of the North Cumberland Fire District (NCFD) was called to order at 7:02 p.m. on Wednesday, May 28, 2008, by Chairman Edward LeBlanc.**

## **A. Approval of Minutes**

**Motion was made by Mr. Baglini, seconded by Mr. Campbell, to accept the Clerk's Report of April 23, 2008 as written. All in favor. So voted.**

## **B. Treasurer's Report**

**Treasurer Hamel submitted his report dated 28-May-08 which included:**

- Financial Summary April 2008**
- Profit & Loss April 2008**
- Profit & Loss Budget vs. Actual, July 2007 through April 2008**
- Profit & Loss Prev Year Comparison, July 2007 through April 2008**
- Cash Flow Forecast FY 2007-2008**
- Balance Sheet Prev year Comparison as of April 30, 2008**

**Motion was made by Mr. Campbell, seconded by Mr. Murray, to accept the Treasurer's Report dated 28-May-08. All in favor. So voted.**

## **C. Tax Collector's Report**

**Tax Collector Klara submitted his report dated May 2008.**

**A discussion transpired between Mr. Murray, Tax Collector Klara and the treasurer regarding the percentage of assessed taxes to be used in working on the budget. It was agreed that the 93.6% suggested by the treasurer was reasonable but could be adjusted.**

**Paul Lindquist arrived 7:08 p.m.**

**Motion was made by Mr. Audette, seconded by Mr. Murray, to accept the Tax Collector's Report dated May 2008 as written. All in favor. So voted.**

#### **D. Chief's Report**

**Chief Gendreau submitted his report entitled Monthly Report for April 2008 and highlighted the following:**

- 129 calls in the month of April, a decrease of 11% from the previous April. EMS and smoke scare calls were down.**
- The Deputy and Lt. Mitchell attended training with VFIS Insurance and obtained a DVD on maintaining apparatus. It is being circulated through the shifts.**
- Vehicles being donated for practical training with extrication tools.**
- Pvts. Smith, Baker and Garon trimmed brush and weeds from around the pond allowing a clear view from Nate Whipple Highway**
- Supply hose purchased was stenciled and put in to service**
- Fourteen new voice amplifications were purchased and issued to all permanent personnel. Those replaced were given to call personnel.**
- Kyle Garon is currently enrolled in the fire alarm certification course.**

**A copy of a thank you letter (attached) from acting State Fire Marshal, John P. Blessing to Chief Gendreau regarding the fire at 500 Nate Whipple Highway was distributed. He also shared an article of a Valley Falls fire that was in the National Fire Report.**

**Chief Gendreau requested the Board proof read the Annual Meeting Notice scheduled to be published in The Call, Neighbors, The Valley Breeze and The Times. He also asked if available Board positions should be advertised. It was noted that Robert Audette and Paul Lindquist were up for re-election.**

**Motion was made by Mr. Lindquist, seconded by Mr. Murray, to accept the Chief's Monthly Report for April 2008 including bills. All in favor. So voted.**

## **E. Committee Reports**

### **Financial Management, Budget, Taxes**

**After investigating the Billington Farms delinquent tax issue, it was revealed that previous payments had been applied incorrectly beginning in 2004 and continuing forward. Tax collector Klara is in the process of reconstructing the accounts and applying the monies correctly. He is seeking the help of OPAL. Billington Farms is temporarily being backed out of the initial tax sale until this issue can**

be resolved.

Mr. Murray reported that if the figure he received as the new 2008 assessed valuations of all properties of 1,252,000,000 is correct, it is down 1 ½ % or about 20,000,000. from the prior year. In formulating the budget he sees no way around increasing the tax rate for the coming year. The current tax rate is \$1.20 per thousand. If there is nothing conflicting in the law, Mr. Murray is contemplating running in a deficit for the year, trying to keep the increase at 5% or \$1.25 - \$1.27 per thousand.

Chairman LeBlanc noted a special meeting will be held to approve the budget prior to the annual meeting.

#### **Apparatus/Buildings/Grounds**

Mr. Johnson, a neighbor to the fire station was in attendance. He addressed the board regarding the installation of the septic system. He stated he had two full grown evergreen trees removed from his property and left with an upgraded, unseeded, unleveled, stone filled buffer area. He would like to see it corrected as soon as possible. He submitted a listed of things he would like to see be done to .

Chairman LeBlanc questioned Mr. Johnson asking him if he was sure if what he claimed to be his property was indeed his property. Mr. Johnson stated he was quite sure noting a survey was done 15-20 years ago and the markings revealed where the markers have been

since 1945.

Chairman LeBlanc informed Mr. Johnson that the property was professionally surveyed and a permit was obtained prior to the installation of the septic system and inspected upon its completion. Stating the Board would be reasonable in offering to put up some landscaping, Chairman LeBlanc asked Mr. Johnson to submit a more specific proposal including pricing.

It was recommended that Nate Ray, who installed the system, be contacted and asked to return to clean up the area and that Dave Garrigan be asked to address the board regarding the current markings.

#### **Personnel, Labor Relations**

**To be discussed in Executive Session.**

Paul Lindquist noted he has been unable to research a voluntary leave transfer program due to other commitments. He will review the subject during the next month.

#### **Negotiations**

Mr. Baglini reported negotiations are progressing and the next meeting is scheduled for tomorrow, May 29, 2008.

#### **Personnel/Labor Management**

**The Union asked for consistency in the qualification requirements and the timing/location of the presentation of awards, whether it be at the appreciation dinner or the annual meeting. It was suggested that Labor Management formulate a written proposed policy to be voted on.**

**The Union asked if there was a policy on the Chief leaving his car if he is out of the district. The Chief responded that there is not a policy; that he leaves a spare set of keys in the lock box in the computer room. The car is parked at his home because he is on call until he leaves the state. If the car is needed it can be picked up.**

**The concern of another chief from Cumberland taking the place of Chief Gendreau if he was out of town was raised. Chief Gendreau noted an agreement between the chiefs in town whereas they cover for each other when they are out of town.**

**The issue was left for Executive Session.**

## **F. Old Business**

### **Tax Sale**

**Tax collector Klara reported the tax sale is progressing. Attorney Baker has increased her collection fee from \$25.00 per account in 2005 to \$100.00 currently. This fee will be applied to each individual account.**

## **Clerk's Job Description**

**A motion was made by Mr. Lindquist, seconded by Mr. Campbell, to approve the job description (attached) for the clerk's position. All in favor. So voted.**

## **G. New Business**

### **Apparatus Bid**

**Chief Gendreau noted packets including quotes were distributed to all board members. John Aharonian reported requests for proposals including specifications (attached) were conveyed to Seagrave Fire Apparatus via e-mail, Greenwood Fire Apparatus via telephone (Mr. McDonald), American Fire and Pierce. A bid was received back from Pierce (attached). The bid was reviewed and explained.**

**Given the sense that the truck is something the board wants to move forward with, Mr. Murray was asked for a recommendation on how best to finance the truck given what he knows about the budget and cash situation. Chairman LeBlanc would like to announce the Board's intentions at the annual meeting. If a recommendation cannot be made prior to the annual meeting, a special meeting will be held.**

**Mr. Murray asked that all pertinent information regarding financing or leasing be sent to him for review.**



**Mr. Baglini expressed that he was extremely impressed by the detailed work and the effort that went into this proposal by the sub-committee and the fire fighters. Based on the materials he has read he feels this district is in need of a new truck. Bob Audette and Brian Campbell agreed.**

## **H. Public Comment**

### **Executive Session per RIGL 42-46-5 (1), 42-46-5 (2)**

**Motion was made by Brian Campbell, seconded by Mr. Lindquist and unanimously carried to enter into Executive Session in accordance with RIGL 42- 46-5 (1) and RIGL 42-46-5 (2) at 8:41 p.m.**

## **Return to Public Meeting**

**Chief Gendreau asked Gary Grenier to obtain medical notes from his doctor. Mr. Baglini explained the doctor's office notes may allay concerns about Mr. Grenier returning back to work. Mr. Grenier will endeavor to do that.**

## **Adjournment**

**Motion was made by Mr. Campbell, seconded by Mr. Gannon and unanimously carried to adjourn the public meeting at 9:26 p.m.**

**Minutes submitted by: Fay Dakake,**  
**Clerk \_\_\_\_\_**  
**Approved by: Edward LeBlanc,**  
**Chairman \_\_\_\_\_**